

## 1.2 Appointments Committee

(a) **Membership:** 10 Members

(b) **Functions:**

- (i) To recommend the appointment of a Chief Executive and Head of Paid Service and the Monitoring Officer to the Council
- (ii) To interview and appoint Chief Officers as defined by the Officer Employment Procedure Rules and to approve statements specifying:
  - the duties of the officer concerned;
  - any qualifications or qualities to be sought in the person to be appointed;
  - to make arrangements for the post to be advertised in such a way as is likely to bring it to the attention of persons who are qualified to apply for it;
  - to make arrangements for a copy of the statements mentioned in sub paragraph (ii) to be sent to any person on request; and
  - to make arrangements to shortlist applicants for these posts and agree the assessments to be taken by shortlisted applicants.
- (iii) To determine the terms and conditions on which officers hold office (including the terms of dismissals), restructures, exits, statutory discretion relating to termination payments, reorganisations involving changes to staff responsibilities at Deputy Chief Officer and above.
- (iv) All other staffing matters that have not been delegated to any other decision maker
- (v) To establish a sub-committee to perform any of these functions as appropriate

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